APPENDIX XXII.

Powers delegated to Heads of Departments and other Officers.

A. Powers Regarding Establishment.

CHAPTER V—Article 79.

Sl. No.	Officer in whom vested	Extent of power	Authority
		Sanction to or Alteration of Establishments.	
1	Revenue Commissioner ..	To sanction the entertainment and continuance of temporary establishment such as Phut Pahani Karkoons, provided there is budget provision for the same. (Article 54, M. S. R.)	G. O. No. P. 3917-18—Regis. 4-23-8, dated 27th January 1925.
2	Inspector-General of Registration.	To sanction increase of establishment of Sub-Registry Offices in accordance with the following scale, based on the figures for three consecutive years, intimating the fact at the same time to Government and the Comptroller with a statement showing figures for three consecutive years on which the additions to the scale are based:—	
		Note 1.—When the number of documents registered in an office falls below the minimum prescribed for any class for three consecutive years, it should be reduced to the next lower class with a corresponding reduction of establishment.	

Sl. No.	Officer in whom vested	Extent of power	Authority
	Inspector-General of Registration—*concld.*	NOTE 2.—The question of splitting up an office by reason of the work therein being too heavy for a single registering officer to cope with, will be considered in each individual case by Government and disposed of on its merits.	
		NOTE 3.—The Inspector-General of Registration is also authorised to appoint a temporary clerk on Rs. 20 a month in any Sub-Registry Office whenever more than 500 documents are registered therein in excess of 3,000 or 4,500 documents as the case may be. Every such appointment should be intimated to Government and the Comptroller.	
		Scale of clerical establishment fixed for the different classes of Sub-Registry Offices:—	
		1. Offices registering less than 800 documents a year ..	1 clerk on Rs. 20. 1 attender on Rs. 12
		2. Offices registering between 800 and 1,200 documents a year consecutively for three years.	1 clerk on Rs. 25 Do 20 Do 30
		3. Offices registering between 1,200 and 2,000 documents a year consecutively for three years.	Do 25 1 attender on Rs. 12
		4. Offices registering between 2,000 and 3,000 documents a year consecutively for three years.	1 clerk on Rs. 30 Do 25 Do 20 1 attender on Rs. 12
		5. For every 1,500 documents registered in excess of 3,000 ..	1 additional clerk on Rs. 20

3	Comptroller ..	To entertain temporary establishment periodically without reference to Government on each occasion, out of the lumpsum grant provided in the budget.	G. O. No. Fl. 6603—G. F. 10-20, dated 12th May 1921.
4	Inspector-General of Prisons.	To sanction the entertainment of additional warder establishment in special cases in accordance with the Mysore Jail Manual and Lock-up Manual, within the limit of the lumpsum provision provided for the purpose in the budget.	
5	Chief Electrical Engineer.	(*a*) To sanction the entertainment of temporary office and petty establishment for a period of not more than six months and on rates of pay not exceeding Rs. 50 per mensem in each individual case, provided there is provision in the budget. (*b*) To sanction the extension of the period of such temporary establishment by not more than six months at a time within budget provision.	G. O. No. E. D. S. 373-430, dated 25th July 1924.
6	Inspector-General of Education.	(*a*) To sanction an additional teacher for every 30 students and adopt the following scales of pay in schools including those in compulsory areas with more than two teachers:— No. of teachers. — Scale of pay. 3 teachers. — 20, 17 and 15. 4 do — 20, 17, 15 and 15. 5 do — 25, 20, 17, 15 and 15. 6 do — 25, 20, 17, 17, 15 and 15. 7 do — 30, 25, 20, 17, 17, 15 and 15. (*b*) *Elementary Schools.*—Where the existing scale of establishment falls below that indicated below, to sanction additional teachers not exceeding the limits prescribed in each case.	G. O. No. E. 4210-11—Edn. 425-22-2, dated 10th March 1924.

Sl. No.	Officer in whom vested	Extent of power	Authority
	Inspector-General of Education—*concld.*	No. of teachers. Any school with fewer than 4 standards .. 1 Any number of pupils less than 30 in 4 standards .. .. .. 1 A school with 30 to 60 pupils in 4 standards.. 2 Do 61 to 90 do .. 3 Any number of pupils less than 25 in 5 standards .. .. .. 2 A school with 26 to 75 in 5 standards .. 3 A school with 76 to 100 pupils in 5 standards. 4 Do upwards of 100 in 5 standards .. 5 (*c*) *Middle Schools.*—To sanction one additional teacher when the strength in any class exceeds 50 pupils. (*d*) *High Schools.*—To sanction an additional teacher when the strength in any class exceeds 40 pupils. (Sanction should not be anticipated unless there is provision in the budget and the maximum expenditure incurred in anticipation does not exceed Rs. 10,000, 5,000 and 3,000 per annum in case of Elementary, Middle and High Schools, respectively, and the budget provision drawn upon is adequate for meeting a full year's charge. Formal sanction of Government should be obtained within three months from the date of incurring such additional expenditure.) (*e*) To open new schools in cumpulsory areas and new Girls' schools under the compulsory scheme in the Cities of	G. O. No. E. 4210-11—Edn. 425-22-2, dated 10th March 1924.

		Bangalore and Mysore and general schools in places where there are no Schools at present, either aided or Government Schools, within a radius of 5 miles, subject to the condition that the budget provision is not exceeded. (*f*) To sanction within the grant-in-aid rules increase of grants up to Rs. 500 in any one circle, provided there is provision in the budget for such increase. These powers shall be exercised only when the budget provision drawn upon is adequate for meeting a full year's charge. (*g*) To open panchama schools in anticipation of Government sanction in places in which there is likely to be a minimum attendance of 25 students subject to the conditions that the budget provision is not exceeded, the provision drawn upon is adequate for meeting a full year's charge and report made to Government within one month of the date of opening such schools for approval. (*h*) To alter the scale of establishme nt of A.-V. Schools, Taluk Boys' and Girls' schools and Village Elementary Schools, provided that no extra cost is involved. (*i*) To open new schools and convert aided schools into Government schools by utilising extra provision in existing Government Village Elementary Schools, or the provision of such languishing schools, subject to the condition that the provision drawn upon is adequate for meeting a full year's charge.	G. O. No. E. 4210-11—Edn. 425-22-2, dated 10th March 1924.
7	Secretary, Mysore State Life Insurance Committee.	(*a*) To entertain, in addition to the sanctioned scale, a clerk on Rs. 25-$\frac{5}{2}$-50 in the Official and Public branches on a *pro rata* basis for every 900 new proposals in the Official Branch and every 600 new proposals in the Public Branch.	G. O. No. Fl. 1526-7—G. F. 10-23-24, dated 13th September 1924.

Sl. No.	Officer in whom vested	Extent of power	Authority
		(*b*) To incur expenditure on temporary establishments, for attending to extra work on occasions of pressure, to the extent of the lumpsum grant sanctioned therefor.	
8	Mysore University Council.	(*a*) To alter at their discretion, the scale of establishment for the University office subject to the condition that the budget provision for the purpose approved by Government is not exceeded.	G. O. No. E. 4238-9—Edn. 148-2-22, dated 5th January 1923.
		(*b*) To sanction such temporary arrangements as are not intended to last more than a year and which do not involve any additional cost to Government.	G. O. No. E. 2109-10—Edn. 177-22-2, dated 16th September 1922.
		APPOINTMENTS.	
9	Heads of Departments ..	(a) To appoint persons over 25 years of age in exceptional cases. (Article 34, M. S. R.)	G. O. No. Fl. 1181-230—G. F. 14-22-1, dated 30th August 1922.
		(b) To confirm probationers of non-gazetted rank, after the period of probation is over and service is approved, in vacancies in regularly sanctioned scales of establishments when such appointment is within their powers of appointment.	Do
10	Heads of Departments detailed in Annexure.	(a) To re-employ pensioners on pay not exceeding Rs. 100, provided both the pension and the pay after re-employment do not exceed the pay drawn by them while last in service (Article 364, M. S. R.)	Do

11	Revenue Commissioner ..	To appoint District Sheristedars, Head clerks of District Offices and all the ministerial officers of his office. (Article 52A. M. S. R.)	
12	Comptroller ..	To make appointments of Accountants in his office and the offices subordinate to him. (Article 52 A. M. S. R.)	G. O. No. Fl. 3858—G. F. 32-26-2, dated 18th November 1926.
13	Meteorological Reporter to Government.	To sanction all appointments the monthly salary of which does not exceed Rs. 50.	G. O. No. 1765-6—G. M. 35-24-2, dated 4th September 1924.
14	Superintendent, Government Printing and Stationery.	To make all appointments in the Government Presses and the Stationery Depot, the monthly salary of which does not exceed Rs. 50.	G. O. No. E. 3464-6—P. & S. 13-23-28, dated 31st January 1924.
15	Chief Court ..	To appoint all ministerial officers with the exception of the Registrar and the Deputy Registrar of the Chief Court. (Article 52 A. M. S. R).	
16	Superintendent Government Gardens.	To make appointments on less than Rs. 50 in accordance with the rules of recruitment.	G. O. No. I. C. 1751-3-A. & E. 360-24-9, dated 10th September 1925.
17	Registrar of Co-operative Societies.	To make appointments to posts the monthly pay of which does not exceed Rs. 77 per mensem.	G. O. No. I. C. 7833-34—C. S. 89-25-3, dated 14th May 1926.
18	Chief Commandant ..	To sanction grade promotions, in the same rank, of officers of the Mysore Lancers, Mysore Transport Corps, Mysore Horse and Mysore Infantry Regiments, if the promotions are according to seniority. Otherwise, the orders of Government should be obtained.	G. O. No. G. 3593-4—Mily. c5-18-1, dated 16th August 1918.
		To make excess appointments in any class of non-commissioned officers and men, against vacancies in higher classes of the same officers.	G. O. No. G. 1179-80—Mily. 10-25-2, dated 15th August 1925.

Sl. No.	Officer in whom vested	Extent of power	Authority
		TRANSFERS, ETC.	
19	Revenue Commissioner ..	To transfer Amildars and Deputy Amildars.	G. O. No. R. 48-109—L. R. 242-21-3, dated 6th July 1922.
20	Conservator of Forests ..	To transfer Forest Rangers.	
21	Excise Commissioner ..	To transfer all Inspectors and Probationary Inspectors. (Para 80, Excise Manual Vol. I.)	
22	Inspector-General of Prisons.	To sanction the temporary employment in one Jail of officers belonging to the establishment of another Jail without increase of cost (Para 6, Jail Manual Vol. I).	
23	Inspector-General of Police.	To transfer Inspectors of Police. (Para 156, Mysore Police Manual Vol. I.)	
24	Chief Engineer ..	To transfer Gazetted Officers below the rank of Executive Engineers and all the other members of establishment whose appointments are within his powers.	G. O. No. P. W. 327-344, dated 23rd July 1924.
25	Chief Electrical Engineer.	To transfer any member of the Electrical Department, except Superintendents and Chief operators in charge of Divisions, provided that such transfers do not disturb the sanctioned scale or involve extra cost and that the exigencies of service require such transfers.	G. O. No. E. D. S. 373-430, dated 25th July 1924.
26	Mysore University Council.	To transfer officers of the University of and below the grade of Assistant Professors from one institution to another under the control of the University, provided no transfer of funds is involved.	G. O. No. E. 1349-50—Edn. 2-26-33, dated 4th September 1926.

27	Inspector-General of Education.	To transfer all gazetted and non-gazetted officers except the Circle Inspectors of Education.	G. O. No. 4210-11—Edn. 425-22-2, dated 10th March 1924.
28	Chief Commandant ..	To order, whenever necessary, men belonging to one establishment under him, to work temporarily in another without either making formal transfers or altering the sanctioned scale of the respective establishments, provided the period of such arrangements does not exceed three months in a year. (Article 81.)	
		LEAVE.	
29	Heads of Departments detailed in annexure. Director of Geology. Director of Sandal Oil Factories. Chief Secretary to Government. (For establishment of General and Revenue Secretariat).	(*a*) To sanction privilege leave to Gazetted Officers of their Departments up to a period of one month, and make in-charge arrangements in such vacancies and sanction the charge allowance admissible under Article 91, M. S. R., in case the absence exceeds 7 days. (Article 457 (c), M. S. R.) (*b*) To sanction leave to non-gazetted officers of the Department. (Article 473, M. S. R.) (*c*) To sanction leave upto two months, in the aggregate, during extension of service to non-gazetted officers (Article 150 A. M. S. R.)	
30	Heads of Departments ..	To sanction examination leave under Article 194, M. S. R., to all officers including gazetted officers subordinate to them. (Article 471 (c), M. S. R.)	
31	Revenue Commissioner ..	To grant leave not exceeding four months to Amildars and Deputy Amildars. (Article 471, M. S. R.)	
32	Meteorological Reporter ..	(*a*) To grant leave to holders of all appointments, the monthly salary of which does not exceed Rs. 50.	

Sl. No.	Officer in whom vested	Extent of power	Authority
		(*b*) To sanction privilege leave to the extent due and furlough not exceeding two months to officials drawing more than Rs. 50 and less than Rs. 100 and make acting arrangements during their absence.	G. O. No. 1765-6—G. M. 35-24-2, dated 4th September 1924.
33	Superintendent, Government Printing and Stationery.	(*a*) To grant leave to holders of all appointments, the monthly salary of which does not exceed Rs. 50. (*b*) To grant privilege leave not exceeding one month to other officials drawing less than Rs. 100 and make temporary acting arrangements during their absence.	G. O. No. E. 3464-6—P. & S. 13-23-25, dated 31st January 1924.
34	Chief Court ..	To grant furlough to the extent of one month to Gazetted Officers, if no extra cost is involved. (Article 457 (c), M. S. R.)	
35	Chief Engineer ..	To grant privilege leave to Gazetted Officers of the Department, except in the case of Executive Engineers, provided that no additional expenditure is incurred on that account.	G. O. No. P. W. 327-344, dated 23rd July 1924
36	Inspector-General of Education.	To grant all kinds of leave to non-gazetted officers and make temporary or acting arrangements in all such cases provided the period for which arrangements are made in respect of officers on Rs. 100 and above, does not exceed six months.	G. O. No. E. 4210-11—Edn. 425-22-2, dated 10th March 1924.
37	Registrar of Co-operative Societies.	(*a*) To grant leave to non-gazetted officers of the Department. (*b*) To grant leave upto two months in the aggregate to non-gazetted subordinates during extension of their service.	G. O. No. I. C. 7833-34—C. S. 89-25-3, dated 14th May 1926.

38	Heads of Departments ..	(*a*) To sanction charge allowances to non-gazetted officers under the Mysore Service Regulations. (*b*) To sanction arrear claims of all officers appointed by them under Article 11.	G. O. No. Fl. 1181-230—G. F. 14-22-1, dated 30th August 1922.
39	Heads of Departments detailed in Annexure. Director of Geology Director of Sandal Oil Factories. Chief Secretary (For establishment of General and Revenue Secretariat.) Registrar of Co-operative Societies.	(*a*) To sanction payment of allowances under Article 122, M. S. R., to officers placed under suspension, or dismissed and reinstated, provided that the extra cost does not exceed Rs. 200 and the period of unemployment through suspension or dismissal does not exceed six months. (*b*) To withhold periodical increments of non-gazetted officers subordinate to them (Article 80, M. S. R.)	
40	Revenue Commissioner ..	To sanction arrears of increment under Article 11.	G. O. No. R. 6030-8—L. R. 198-17-3, dated 18th November 1918.
41	Chief Engineer ..	To sanction annual increments to Engineer officers, subordinates and other officials of the Department entitled to increments.	G. O. No. P. W. 327-344 dated 23rd July 1924.
42	Chief Electrical Engineer.	To permit subordinate officers entrusted with the work of absentees to draw the conveyance allowance attached to their own posts or that of the absentees, whichever is higher.	Public Works Secretary's No. 3191, dated 22nd April 1925.
43	Chief Commandant, Mysore State Troops.	(*a*) To withhold for a period not exceeding a month temporary Regimental allowances of Commandants, Squadron and Company Commanders, Quarter Masters, etc., when absolutely necessary in the interests of discipline.	G. O. No. G. 3593-4—Mily. 95-18-1, dated 16th August 1918.

Sl. No.	Officer in whom vested.	Extent of power	Authority
		(*b*) To distribute Drill and Riding Instructor's allowance within the sanctioned amount.	
		TRAVELLING ALLOWANCE.	
44	Heads of Departments detailed in Annexure.	To sanction journeys outside the state in the case of non-gazetted officers under Article 41 (b), M. S. R.	
45	Heads of Departments detailed in Annexure. Director of Geology. Director of Sandal Oil Factories. Chief Secretary (For establishment of General and Revenue Secretariat.)	(*a*) To declare the shortest route in respect of journeys within the State performed by their subordinates (Art. 535, M. S. R.) (*b*) To permit their subordinates to perform road journeys between places connected by railway when such journeys are required in the interest of public service (Art. 535, M. S. R.) (*c*) To sanction daily allowance for halts exceeding ten days to non-gazetted officers under Article 582B, M. S. R.	
46	Conservator of Forests ..	To pass bills of Forest officers and establishments in cases of continuous halts of more than ten days. (Art. 584, M. S. R.)	
47	Director of Geology ..	To pass allowance for halts of more than ten days at one place. (Article 582, M. S. R.)	
48	Registrar of Co-operative Societies.	(*a*) To declare the shortest route in respect of journeys performed by their subordinates.	G. O. No. I. C. 7833-34—C. S. 89-25-3, dated 14th May 1926.

		(*b*) To permit their subordinates to perform road journeys between places connected by railway (Article 535, M. S. R.)	
49	Chief Commandant, Mysore State Troops.	(*a*) To grant advances of travelling allowances to the coachmen and syces of the Government stables proceeding to Mysore in connection with the Birthday Entertainment of His Highness the Maharaja, Dasara Festivities and the Royal and Viceregal Visits to the extent permitted in Article 165 (a).	G. O. No. P. 2495-6—Mily. 46-22-2, dated 25th September 1922.
		(*b*) To order the movement, within the State, of small detachments of Military Bodies not exceeding 50 in number including their deputation for Polo and the Military Sports.	G. O. No. G. 3593-4—Mily. 95-18-1, dated 16th August 1918.
		(*c*) To sanction emergent advances of one month's pay to troops proceeding on duty.	Do
		NOTE.—When such advances are required urgently and can be paid from the permanent advance held by the Chief-Commandant, he is permitted to pay the amount and recoup the same in 3 monthly instalments (from their pay) and in full from their T. A. Bills for the journey.	
		MISCELLANEOUS.	
50	Heads of Departments ..	(*a*) To sanction in the case of non-gazetted officers acceptance of fees of any amount offered by private persons or public bodies and of honoraria for work done for Co-operative Societies. (Article 51 (c), M. S. R.)	G. O. No. Fl. 1181-230—G. F. 14-22-1, dated 30th August 1922.
		(*b*) To sanction acceptance of remuneration by officers appointed as examiners for examinations conducted by the University, Educational Department and the Mysore Local Service and Pleaders' Examinations Board in accordance with the scales sanctioned by Government (Article 51 (c), M. S. R.)	

Sl. No.	Officer in whom vested	Extent of power	Authority
		(*c*) To sanction acceptance of fees or honoraria of any kind by all officers under them up to Rs. 50 (Art. 51 (c), M. S. R.)	G. O. No. Fl. 4629-78—G. F. 86-22-1, dated 7th April 1923.
		(*d*) To sanction alterations of dates of birth of non-gazetted officers who joined service before 13th October 1921.	
51	Heads of Departments detailed in Annexure. Director of Geology Superintendent, Government Press and Stationery Depot. Chief Inspector of Mines. Chief Secretary. (in respect of the members of the establishment on pay not exceeding Rs. 110) Secretary, State Life Insurance Committee.	(*a*) To sanction extension of service to non-gazetted officers under Article 324 (b), M. S. R., up to but not beyond the age of sixty years. (*b*) To order the retirement of superannuated officers under them whose pay is Rs. 50 or less (Art. 324 (d), M. S. R)	
52	Revenue Commissioner ..	(*a*) To order the retirement of subordinate officials of the revenue establishments of Deputy Commissioners, Assistant Commissioners, Amildars and Deputy Amildars. (Article 324 (c), M. S. R.)	
		(*b*) To suspend Amildars and Deputy Amildars for a period not exceeding one month.	G. O. No. R. 48-109-L. R. 242-21-3, dated 6th July 1922.

53	Chief Judge ...	To order the retirement of non-gazetted subordinates of the Judicial Department (Article 324 (c), M. S. R.)	
54	Heads of Departments detailed in Annexure. Director of Geology. Director of Sandal-oil Factories.	(*a*) To grant permission to subordinate gazetted officers to utilise the Dasara and Christmas holidays. (*b*) To dispose of applications for change of name of Public servants provided their appointment is within the powers of sanction of the head of the department concerned. (*c*) To sanction house-building advances, under Article 161 to non-gazetted officers drawing a pay of less than Rs. 100.	G. O. Fl. 1305-54—G. F. 70-18-1, dated 3rd September 1918.
55	Director of Agriculture ..	To retain, in cases of transfers of Agricultural Inspectors both the relieving and the relieved officers *in one range* for a period not exceeding ten days subject to the following conditions:—(i) No additional expenditure other than the usual travelling allowance should be incurred on account of the retention of two Inspectors in one range for the period, (ii) The Inspectors may be given preparation time in addition to the period, provided no additional expenditure is incurred.	G. O. No. I. C. 388-9—A. & E. 406-24-5, dated 18th July 1925.
56	Vice Chancellor, Mysore University.	To sanction the deputation of officers of the University to Universities and other bodies outside the State for delivering extension lectures, etc., in cases in which no extra expenditure devolves on the University.	G. O. No. E. 3751-52—Edn. 35-25-18, dated 18th January 1926.
57	Inspector-General of Education.	(*a*) To permit the deputation, for not more than three years, of officers of his department drawing less than Rs. 100 to other departments of Government as well as to private agencies, subject to the payment of the usual contribution. (Article 407, M. S. R.)	G. O. No. E. 4210-11—Edn. 425-22-2, dated 10th March 1924.

Sl. No.	Officer in whom vested	Extent of power	Authority
		(*b*) To extend in cases of necessity, the joining time of any officer of his department except that of Head Masters of institutions other than Primary and Middle Schools, where the period of such extension refers to vacation and other days when the institution to which the transfer is made will remain closed and the transferee is thereby prevented from reporting himself to duty on or before the due date.	G. O. No. E. 5160-1—Edn. 135-24-2, dated 19th February 1925 and G. O. No. E. 133-24-5, dated 25th July 1925.
58	Director of Industries and Commerce.	To depute the establishment of the Central Industrial Workshop, when convenient, to render advice and help to other departments, and the public and prepare estimates for repair and improvement of machinery, the travelling allowance of the staff so deputed being borne by private parties or the departments concerned.	G. O. No. 852-78—P. W. 4831-57, dated 7th May 1917.
59	Chief Commandant ..	To sanction the deputation of officers and men of the Mysore Lancers and Transport Corps for training in the Army Schools in British India as well as deputation of officers and men of other units provided the extra cost is limited to the specific grant made in the Budget, and to authorise the audit and adjustment of all claims connected with the deputation. NOTE.—A lumpsum provision, may, if necessary, be set apart out of the allotment for travelling allowance of the Regiments so that the total expenditure for the year for the purpose may not exceed the amount provided.	G. O. No. M. 1040-1—Mily. 351-20-7, dated 9th September 1921, and P. 3818-19—Mily. 48-22-5, dated 10th November 1922.